

GREEN COUNTY HUMANE SOCIETY, INC
Special Member Meeting

AGENDA

DATE: Wednesday February, 2006
TIME: 6:30 p.m.
PLACE: Amcore Bank (Monroe)

Board Roll Call: Shawn Grass (President), Traci Thompson (Vice-President), Sharon Blohowiak (Secretary), Marsha Stanek, Marci Hensel, Mike Jerge, Tina Gilbert, Mila Stahl

Other: Judy Mack (treasurer), Anita Disch (shelter manager), Robin Douglas

- A. Call meeting to order. SLIDE 1: Green County Humane Society Inc
- B. Introduce board members and staff SLIDE 2: Board Members & Staff
 - 1. We currently have eight members. As of January, we increased the number of board members from 7 to 9.
 - 2. At the May annual meeting, Sharon and Mike are up for election.
- C. 2005 Discussion SLIDE 3
 - 1. Financials
 - a. SLIDE 4: Statement of Activities YTD to 12/32/05
 - i. Vet supplies: include shots, flea and tick treatments
 - ii. Animal supplies: We had more cages added this year, also cat litter and canned food
 - iii. Fundraising expense: includes Green county mailing. We spend \$4000-\$5000 to raise \$16,000 - \$17,000
 - iv. Neglect charges: bought 3 horses
 - b. SLIDE 5: Balance Sheet as 12/31/05
 - c. SLIDE 6: Financial Overview Income
 - d. SLIDE 7: Financial Overview Expenses
 - e. SLIDE 8: Financial Overview
 - 2. Counts
 - a. SLIDE 9: Counts 2005 Cats
 - b. SLIDE 10: Counts 2005 Dogs
 - c. SLIDE 11: Count Breakdown
 - d. SLIDE 12: Count Breakdown 2000-2005
 - i. Cost per animal is number of animals divided by money spent. As we help more animals, the cost per animal decreases. In 2005, the per animal cost was \$264.94.

QUESTION AND ANSWER PERIOD

Question (Q): Chris, member, New Glarus: How do you volunteer? I did not get response from website. Do you give thank yous to matching gifts?

Answer (A): Shawn: Marsha sends out emails to volunteers. For the matching gift, Shawn has to process the donation and then a thank you gets sent. Sue Ross: for volunteers, there are more forms to sign so come to the shelter for this paperwork.

Q: Jeane, member:

1. In the count breakdown, there are animals from Lafayette County. Do you get money from them?
2. There are 204 animals listed in the other category for intake. What are these animals?

A:

1. Yes, we do get money from Lafayette county.
2. (Sue Ross) These animals are returns, surrenders or born at the shelter.

Q: Angela, member:

1. I volunteered in 2004 and when I went to the shelter, I was rude to.
2. With cats that are infected with FIV, are they euthanized? Are they healthy or a threat to the other cats?
3. Why did a high number of kittens die?

A:

1. (Shawn) The employees feel threatened and want to prevent volunteers from feeling welcomed. This problem has been corrected.
2. Some are FIV and they are isolated and have no contact with FIV negative cats. We do not do any testing right now and it is up to the manager to test for FIV. These cats can live a long time. Mike Jerge has an 18-year-old cat.
3. The kittens died of FIP. We have done necropsies to determine why they died. The newborns had pneumonia and FIP.

Q: Linda, Monroe

Why is the payroll so high?

A:

We have 9-10 employees including a manager, a part time receptionist and two kennel workers. The employees do feeding, cleaning, cattery, trailer, dog walking. We need paid employees because volunteers are not reliable. We will lower payroll by lowering the number of animals. We will lower the animals by only taking in strays brought by the police.

Q: Kay, Madison, not a member

1. Do you test for diseases like URI? How do you treat?
2. Do you euthanize sick animals?
3. Do you have alternatives for people who want to surrender their animal?

A:

1. We use Calvamos and tetracycline and treat for 2-3 weeks. Lots of strays are already infected. We use the trailer for intake, overflow and isolation. We isolated cats with URI and do not bring them out they are healthy and not contagious.
2. We do not euthanize animals with URI. We treat until they get better.
3. (Anita) We post signs in our lost and found. Put the animal in the paper. Sometimes we have behavior problems in some animals and we want to make sure that the employees are safe.

Tom, Green County Board

We want to be a partner with GCHS to ensure its success. The county contributes 20-25% of the shelter's income. There is no representative from the county board on the GCHS board. Is it wrong not to have a representative? Would there be accountability for the money from the county? There are no financials records before 2000. With no records, there is no accountability. We do not have a voice but want a partnership.

Shawn: We provide the county with a monthly report of strays brought to the shelter.

Mike Doyle, County Clerk

The shelter provides documentation every month to the city of Monroe and Green County. These records are for all the cats and dogs from the police in the city of Monroe. We make no decisions for GCHS and they use the police to assist in the rescue of stray animals. They also license dogs to comply with county contract. As of 2-1-06, every animal in Green County must be licensed according to state law.

Shawn: We need to reduce the number of animals. We need a new building. Most money goes to operations and then to the new building.

Q: Kay, member

You had a \$14,000 loss in 2005 and starting 2006 with a deficit. How are you going to lower the deficit?

A:

We need to lower expenses. So far, we have changed cat litter (\$480 to \$220 per month). We do not feed soft food unless prescribed. To lower expenses, we need to lower the number of animals. Our vet expenses are on budget. Our treasurer is a CPA from Rockford but we are looking for a new treasurer.

Q: Barb, member

Do you send out mailings with information?

A:

(Shawn) We have monthly financial statements on the website. We do not provide monthly statements to the county board because it is not in our contract.

Q: Toni

Do you have many animals in the kennel that have been there long?

A:

We have one dog in the kennel that is long-term.

Q: Chris, member

1. Is there any SNAP money available?
2. Are you fostering kittens?

A:

1. Shawn: The SNAP program is out of money. We received \$6000 in 2005.
2. Anita: Babies die about one per day. The moms come in pregnant. We have protocols for kitten care.

Q: Dan, Monroe

1. How will you lower vet expenses, especially since you are a no-kill shelter?
2. You have 250 cats. What is your capacity?

A:

1. Our capacity is 85 cats and 30 dogs. Now we have 24 dogs. We are adding 30 cages in order to separate cats more. The numbers are out of control but with the fee-less adoptions, those numbers will go down.
2. We cannot guarantee and it is hard to be a no-kill shelter. We have monthly budget for vet expenses.

Q: Tom, Monroe

What is your relationship with local vets?

A: Shawn:

We employ our own vet out of Madison. It is a cost savings. She charges per surgery and per hour for non-surgery time. The vets at Orangeville spay and neuter. There is no contract. They charge \$25 for a neuter and \$45 for a dog spay. We go there twice a week. They test for ringworm.

3. Goals SLIDE 13: Goals 2005

- a. Increase members from 750 to over 950 – Currently at over 600 members and have over 200 in transition.
- b. Expand Sponsorship program – Revenue increased to \$5371
- c. Staff – GCHS has managed to keep it manager for the entire year of 2005 – We have also minimized turnover of employees
- d. Policies & Procedures – GCHS approved and continues to work on its P&P helping to guide our decisions.
- e. Building – GCHS has selected an architect and has approved plans for the new building.
- f. Animal Handling – Increase number of animals severed to 850 – We came in at 808
- g. SNAP – Expand program to assist more people – GCHS has issued over 150 vouchers in 2005.
- h. Fundraising - Pedal for Paws expanded to over 100 riders compared to 20 in 2003 – fundraising letters sent out on time and helped increase member base.

D. GCHS Current Policy & Procedures (SLIDE 14)

1. Euthanasia (SLIDE 15)

- a. GCHS is a no-kill shelter
- b. GCHS puts down animals when it is humane to do so.
- c. When an animal is considered for Euthanasia it is taken to the Vet
 - i. The vet recommends Euthanasia
 - ii. The Euthanasia Committee is contacted
 - a. Mike Jerge – Chair
 - b. Anita Disch
 - c. Traci Thompson
 - iii. They vote and make a decision
- d. GCHS Board does not interfere with how the Euthanasia Committee makes its decision.

2. Adoption (SLIDE 16)

- a. Adoption is a process
- b. Over 80% of animals leaving the shelter are adopted
- c. An animal is available for adoption if it is surrendered or after 7 days in its stray period.
- d. People are required to fill out an application on which GCHS staff will contact their landlord, references, and vet if they would make a good pet owner.
- e. GCHS Rules for Care
 - i. GCHS does not adopt animals to outside homes *exceptions
 - ii. GCHS does not adopt animals to people who have not vaccinated their dogs according to state law.
 - iii. GCHS does not adopt any animal that is not altered.

3. Surrender (SLIDE 17)

- a. GCHS does not except surrenders, but has exceptions.
- b. GCHS does not allow animals that are aggressive as surrenders
- c. The largest reason we except surrenders of certain animals is that people have expressed in interest in the animal being surrendered
- d. Due to capacity issues GCHS has suspended allowing any surrender into the shelter without a board members approval.

4. Operations (SLIDE 18)

- a. GCHS Board over see all elements of the organization
 - i. Provide goals and budget for the organization
 - ii. Hold organization to its budget
 - iii. Write policies and procedures to operate GCHS
- b. GCHS Board provides the following responsibilities to our Manager
 - i. Oversee Staff
 - ii. Oversee operation of the shelter
 - iii. Make sure that animals needs are met
 - iv. Approve adoptions

E. Q&A Policy & Procedures (SLIDE 19)

F. 2006 Budget (SLIDE 20)

G. Goals 2006 (SLIDE 21)

1. Provide more information to the public and our members
2. Work to raise money for our new building
3. Decrease the number of animals assisted to 550 to help move more money to our new shelter
4. Increase member base to over 800
5. Increase the number of fundraisers
6. Setup and utilize new committees to help assist GCHS on its mission and goals.
7. Make sure that expenses and income stay within budget.

H. How to get involved (SLIDE 22)

1. Become a member
 - a. To become a member all you have to do is fill out a membership form and pay a \$25 yearly membership fee.
 - b. You are able then to vote at the annual meeting and any other special meeting, you also are asked for your opinion on policies facing GCHS on a yearly basis.
2. Volunteer – Sharon
3. Participate on a committee like Fundraising Committee
4. Donate

I. Building Update (SLIDE 23)

J. Question & Answer session (SLIDE 24)

Q: Linda

1. You have 600 members. What percentage is from Green?
2. How will you do fundraising for the new building?
3. How will you restore your public relations?

A:

1. About 70% of our members are from Green County. We do have a lot of people from Dane County and Illinois.
2. We will set up a trust for all money for the building.
3. It will take a lot of work but a lot of people want to help. We met with an advisory committee on the 20th. They will help to guide the board.

Q: Julie, Monroe

What is the status of the \$100,000 building donation?

A:

The donation was rescinded. The donor still wants to help but cannot stay

committed to original donation. We need financial help to show GCHS can get the building going.

Q: Laura, Monroe

Why are the tiles being engraved in Dane County? Why aren't you doing it locally?

A: Mike:

We are using Peck Memorials. They specialize in tiles. Monroe tiles cannot do this big of a project. Peck Memorials has done a lot of projects like this before. We do have a local lawyer

Q: Chris, member

Do you have a United Way grant?

A: Shawn

We do not have a grant because we missed the deadline. But we want to help more people with grants. We are planning to write more grants.

Q: Jill, New Glarus

1. Where is the site for the new building?
2. What is the status of the website?
3. What is the status of outside cats?
4. Where can I get copies of the minutes?

A:

1. The site is across the street from the current shelter. It is shown on the blueprints.
2. The website will now update on its own with animals. There will copies of everything from the website at the shelter.
3. The topic of outside and feral cats is on the agenda for our annual meeting in May. The policy for feral cats will be what members want. The cats have to be in proper conditions.
4. The minutes will be posted on the website.

K. Adjournment @ 8:30 p.m.